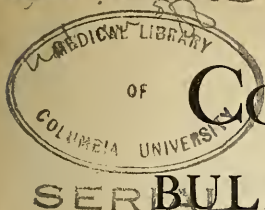


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# Columbia University

## BULLETIN OF INFORMATION

Forty-fourth Series, No. 19

April 15, 1944

PROGRAMS OF PROFESSIONAL COURSES

# OCCUPATIONAL THERAPY

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# PHYSICAL THERAPY



FOR THE WINTER AND SPRING SESSIONS

1944-1945

MORNINGSIDE HEIGHTS  
NEW YORK 27, N. Y.

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1944/45

# Columbia University Bulletin of Information

Forty-fourth Series, No. 19

April 15, 1944

Issued at Columbia University, Morningside Heights, New York 27, N. Y., weekly from mid-December for thirty-eight consecutive issues. Re-entered as second-class matter, October 4, 1943, at the Post Office at New York, N. Y., under the Act of August 24, 1912. Acceptance for mailing at a special rate of postage provided for in Section 1103, Act of October 3, 1917, authorized.

These include the Report of the President to the Trustees and the Announcements of the several Colleges and Schools and of certain Divisions, relating to the work of the next year. These are made as accurate as possible, but the right is reserved to make changes in detail as circumstances require. The current number of any of these Announcements will be sent upon application to the Secretary of the University.

C. U. P. 25,000—1944.

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## INFORMATION

Application blanks and further information about the courses in this bulletin may be obtained from the advisers to students in occupational and physical therapy, Room 312 School of Business Building, 561 West 116th Street (north-east corner of Broadway), New York 27, N. Y. The office is open weekdays 9 a.m. to 5 p.m.; Saturdays by appointment. Telephone: UNiversity 4-3200, Extension 734.

## WINTER SESSION

September 28, 1944 to January 27, 1945

Registration—September 25 to 27

## SPRING SESSION

February 5 to May 26, 1945

Registration—February 1 to 3

PUBLISHED FOR THE UNIVERSITY BY  
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## GENERAL INFORMATION

This bulletin describes two separate programs of professional study offered by Columbia University: Occupational Therapy and Physical Therapy. The program for each meets the requirements set by the Council on Medical Education and Hospitals of the American Medical Association and is designed to prepare technicians for their respective fields which today are assuming an increasingly important rôle in treatment and rehabilitation. They represent two related professions, each adjuncts of the medical profession, and correlating closely in their application in the hospital and clinical field.

The information immediately following is concerned with general University regulations which apply to all students. For complete details on each of the two professional programs refer to their respective sections in this bulletin.

### REGISTRATION AND PAYMENT OF FEES

#### *Registration*

Before attending any University course, every student must present himself at the office of the Registrar and file a registration form, giving such information as may be required. The office is located in University Hall (East corridor), and is open from 9 a.m. to 5 p.m. daily except Saturday, and on Saturday, from 9 a.m. to 12 m. The periods set aside for registration of students in occupational and physical therapy for the Winter and Spring Sessions of the academic year 1944-1945 are as follows:

Winter Session: September 25, Monday, to September 27, Wednesday.

Spring Session: February 1, Thursday, to February 3, Saturday.

*Approval of Program.* Programs for all students in the professional courses in occupational and physical therapy or in the pre-professional collegiate courses leading to the professional curriculum must be approved before registration by the advisers to students in occupational and physical therapy. All programs must be submitted for approval during the registration period in the office of the advisers, Room 312 School of Business Building. All changes of program must also be approved by the advisers and no change of program will be permitted beyond the second Saturday after the opening of the Winter Session or beyond the first Saturday after the opening of the Spring Session except by special permission.

#### *Fees*

The University Statutes provide that tuition fees, the University fee, and laboratory deposits are payable semiannually in advance. No reduction is made for late registration. Registration will not be complete until such fees are paid. Checks should be drawn to the order of Columbia University and presented in



person or mailed to the office of the Bursar. Under the regulations, the privileges of the University are not available to any student until he has completed his registration.

The fees to be paid by students are subject to change at any time in the discretion of the Trustees.

The following fees are prescribed by statute for students enrolled in University Extension:

(a) University Fee

For each Winter or Spring Session or any part thereof . . . \$5.00

(b) Tuition Fee

For all courses, per point, except in cases where a special fee is fixed . . . \$12.50

With the proviso that the maximum fee for a Winter or Spring Session in the case of a student enrolled for not more than nineteen points may be fixed by the Registrar, with the approval of the President, at . . . \$190.00

(c) Miscellaneous Fees

1. For application for the certificate . . . \$10.00
2. For late application for certificate . . . 3.00
3. For renewal of application for certificate . . . 1.00
4. For special examination . . . 3.00
5. For late application for a special examination . . . 3.00

*Rebates*

1. The University fee and the fee for application for any degree or certificate shall not be subject to rebate.
2. After the last day of the period provided for change of course, as announced in the Academic Calendar, no tuition fee shall be returned for any course which the student may for any reason discontinue. Exception to this rule may be made only in cases of total withdrawal from the University, when a partial return of fees may be authorized by the Registrar.

When a rebate is allowed for the discontinuance of courses or withdrawal from the University, such rebate will be reckoned from the day upon which the Registrar receives notice from the student.

For the ultimate date for the completion of registration and for filing an application for a special examination, or for a certificate, without the payment of an additional fee, see the Academic Calendar.

A deposit for the use of lockers, keys, apparatus, material and the like is required of students in certain schools and courses.

*Loan Funds*

Loan funds are provided in limited amount for student assistance. Application is made on a blank which may be obtained from the Bursar, Room 310 University Hall. Application for loans for the Winter Session should be made by September 15; for the Spring Session, by January 15.

## ABSENCES

It is a student's duty to attend punctually each class or laboratory exercise in each course. For credit toward the certificate, regular attendance is required in addition to the proficiency attested by class work and examination.

An undergraduate student may be absent without penalty in a session as follows: from a course meeting once weekly, twice; from a course meeting twice weekly, three times; from a course meeting three times weekly, five times; from a course meeting four times weekly, six times; from a course meeting five times weekly, seven times; and from a course meeting six times weekly, eight times. Each student is responsible for keeping a record of the date of each absence or lateness and the reason thereof. Tardiness counts as half an absence.

In case this limit is exceeded, a student may file with the Registrar at the end of the course a statement showing the cause of each absence. If, in the judgment of the Adviser, these causes were imperative, full or partial credit for the course may be assigned, in accordance with the extent and reason of the student's absence and the standing attained in the course.

## EXAMINATION IN COURSE

All courses usually close with a written examination. Two series of stated examinations are held in January and May (see the Academic Calendar at the end of this bulletin).

## GRADES, CREDITS, AND REPORTS

The student's performance in a course is reported according to the following grades: A, excellent; B, good; C, fair; F, failure. A, B, and C are passing grades counting for credit toward the certificate and accepted as basis for advancement to a next higher course.

No student may expect to receive a passing grade in any subject who does not use good English in essays, examinations, and the other tests of proficiency

required of students in the course. A student who does not receive regularly or by reëxamination a mark of C or above in a prescribed course must repeat that course.

Soon after the close of each Winter or Spring Session a student will receive a facsimile of his entire record as it stands on the Registrar's books.

### STUDENTS

After having received an admission permit the student may proceed to register, in the stated registration period (see Academic Calendar), for such prescribed or elective courses of instruction as are appropriate for his purposes. Acceptance of a student for admission is based on grounds of character and health, as well as on the fulfillment of academic requirements.

Each person whose registration has been completed will be considered a student of the University during the session for which he is registered unless his connection with the University is officially severed by withdrawal or otherwise. No student registered in any school or college of the University shall at the same time be registered in any other school or college, either of Columbia University or of any other institution, without the consent of the appropriate Dean or Director.

Students prevented by conscientious scruples from complying with academic requirements which may be fulfilled only upon days set apart by their church for religious observance should make application to the appropriate authority for equitable relief.

### ACADEMIC DISCIPLINE

The continuance of each student upon the rolls of the University, the receipt by him of academic credits, his graduation, and the conferring of any degree or the granting of any certificate are strictly subject to the disciplinary powers of the University, which is free to cancel his registration at any time on any grounds which it deems advisable. The disciplinary authority of the University is vested in the President in such cases as he deems proper, and, subject to the reserve powers of the President, in the Dean of each faculty and the Director of the work of each Administrative Board.

### WITHDRAWAL

An honorable discharge will always be granted to any student in good academic standing, and not subject to discipline, who may desire to withdraw from the University; but no student under the age of twenty-one years shall be entitled to a discharge without the assent of his parent or guardian fur-

nished in writing to the proper Director. Students withdrawing are required to notify the Registrar immediately.

The Director may, for reasons of weight, grant a leave of absence to a student in good standing.

#### SAFEKEEPING OF STUDENTS' FUNDS

For the convenience and protection of students while in residence at the University, the Bursar is prepared to receive funds for safekeeping, subject to the printed regulations, copies of which may be obtained at his office upon request. There is no charge for this service.

Personal checks will not be cashed by the University or credit allowed until the money has actually been received from the bank on which the check is drawn. However, checks, drafts, and money orders may be deposited for collection. Students should provide themselves with travelers' checks to cover their immediate expenses.

#### THE LIBRARY

The University Library system consists of the main collection housed in South Hall and over 30 departmental libraries and reading rooms located in various buildings.

These libraries contain about 1,934,500 volumes, exclusive of unbound pamphlets. Among these affording unusual advantage to the students in occupational and physical therapy are the libraries of Teachers College and the Medical Library of the College of Physicians and Surgeons located in the Main Administration Building of the Columbia-Presbyterian Medical Center.

The occupational and physical therapy collection is housed in Butler Library, 228 South Hall, which is open each weekday from 9 a.m. until 5 p.m. (Saturday 9 a.m. to 12 m.).

A sub-branch of the New York Public Library is maintained in 101 South Hall.

All students registered in the University are entitled to the full reference use of the various libraries without formalities. Subject to certain necessary library regulations, students may withdraw books for home use. The Bursar's receipt, bearing the usual signature of the student, must be presented as identification.

Students registered for occupational or physical therapy courses have the privilege of using the Lending Service Department (Room 203 South Hall) which provides for a small daily fee not only current books of general interest, fiction and nonfiction, but also books needed for required and recommended reading in many courses.

During the winter and spring, the library is open each week day from 8:30 a.m. until 10 p.m. (Saturday 8:30 a.m. to 5 p.m.), on Sundays and holidays



(except Labor Day, Christmas, and New Year's Day) from 2 to 6 p.m., and at other times on weekdays from 9 a.m. to 6 p.m.

### RELIGIOUS LIFE

The life of the University is given its religious expression and practice through St. Paul's Chapel and the ministry of the Chaplain and those associated with him in his work. The Chaplain of the University is the Rev. Stephen F. Bayne, Jr. Assisting him are three Religious Counselors: the Rev. George B. Ford, Counselor to Roman Catholic Students; Rabbi Isidor B. Hoffman, Counselor to Jewish Students; and the Rev. E. Mowbray Tate, Counselor to Protestant Students. The Chaplain and the staff of Counselors have their offices in Earl Hall, and are available every day for interviews with students.

The University Chapel is the center of the religious life of the University. A daily service at noon and a full schedule of Sunday services are maintained, and students are urged to familiarize themselves with the weekly announcements of speakers at the services. Attendance at services, as well as membership in the Chapel Choir and in other activities, is open to all students irrespective of religious allegiance.

A number of student religious organizations are established to which the Chaplain and Counselors serve as advisers and with which students are cordially urged to affiliate themselves. Through the Counselors, and through interfaith activities, the unity of the religious life of the University is maintained while at the same time the major religious traditions are represented and carry on their distinctive activities. Invitations are extended early in each term to all students to meet the Chaplain and Counselors.

### EARL HALL

Earl Hall was given to Columbia University by the late William Earl Dodge for the religious and social activities of the students. On the main and upper floors, reached by the Campus entrance, are the offices of the Chaplain and his staff and the offices of the three Religious Counselors. These floors also contain an auditorium and other facilities for extensive religious and social activities. The lower floor, entered from Broadway, is occupied by the offices of the University Medical Officer.

### MEDICAL SERVICE

The University Medical Officer has direct supervision of all matters affecting the health of the student body. All cases of illness, especially communicable diseases, must be promptly reported to him. Absence from classes due to illness must also be reported to his office. The University Medical Officer and the members of his staff hold office hours daily in Earl Hall for consultation with students.

Members of the University who need medical attention at home and who desire to be advised concerning private physicians, specialists, and nursing care will receive such information at the office of the University Medical Officer.

*Medical Examination:* In accordance with the requirements of the American Medical Association a physical examination, including tuberculin tests, will be given each student in the professional courses during the first session of attendance. A fee of \$5.00 is charged for this examination, which is payable at the time of registration. Further physical examination will be repeated annually during the training period when deemed advisable.

#### UNIVERSITY BOOKSTORE

The official University Bookstore is situated in the Journalism building, with entrances at the southeast corner of 116th Street and Broadway, and from South Quadrangle between Furnald Hall and Journalism. Books and other supplies are sold at discounts from the usual prices. The store is open on weekdays from 8:30 a.m. to 8 p.m.; Saturdays, 8:30 a.m. to 6 p.m.; during the first days of each session, until 10 p.m. The store maintains a theater and concert ticket service, a travel bureau, telegraph agency, and other services, with substantial savings to Columbia students. Students having deposit accounts with the University may also make withdrawals at the Bookstore.

#### RESIDENCE

All women students under twenty-three years of age who are not living at home or with relatives, are required to secure approval of their residence from the adviser to students in occupational and physical therapy, 312 School of Business Building. Detailed information concerning desirable accommodations may be obtained from this office.

Recommended accommodations include certain Residence Halls of the University and student-living clubs adjacent to the Campus, all of which provide easy access to libraries and classrooms, as well as satisfactory social centers.

Students coming from out of town to attend evening classes, or those who wish to stay overnight at Columbia for any reason, may secure accommodations by the night. Information may be obtained from the Residence Halls business office, 125 Livingston Hall.

#### EMPLOYMENT

The Appointments Office, located in Alumni House, is the central placement department of the University through which men and women students and graduates are referred to suitable positions.

Students and prospective students who wish to use the facilities of the Appointments Office should address themselves to the Secretary of Appointments, Alumni House.

# PROFESSIONAL COURSES IN OCCUPATIONAL THERAPY

MARJORIE FISH, A.B., O.T.R., *In charge, Professional Courses  
in Occupational Therapy*

## ADVISORY COMMITTEE

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Columbia-Presbyterian Medical Center*

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Department, Teachers College*

EDITH H. BROKAW, O.T.R., *Director of Occupational Therapy,  
Hospital for Special Surgery, New York*

# OFFICERS OF INSTRUCTION

## OCCUPATIONAL THERAPY

- MARGUERITE ABBOTT . . . . . *Principles and Practice of Occupational Therapy*  
Jackson College, 1923-1924; O.T.R., Boston School of Occupational Therapy.
- EDITH H. BROKAW . . . . . *Principles and Practice of Occupational Therapy*  
Rutgers, 1937-1938; O.T.R., Philadelphia School of Occupational Therapy.
- ELLEN M. COVELL . . . . . *Kinesiology*  
R.N., St. John's Long Island City Hospital; B.S., Columbia.  
Supervisor and Instructor, Association for the Aid of Crippled Children.
- MABEL M. D'AMICO . . . . . *Pottery*  
B.S., Texas State College for Women; A.M., Columbia.  
Instructor in Fine and Industrial Arts in Teachers College.
- MARJORIE FISH . . . . . *Theory of Occupational Therapy*  
A.B., Swarthmore; O.T.R., Boston School of Occupational Therapy.  
In charge, Professional Courses in Occupational Therapy.
- FLORENCE C. HOUSE . . . . . *Weaving*  
B.S., Columbia; A.M.  
Occupational Therapy, Columbia University Extension.
- EDWARD L. HOWES . . . . . *General Surgery*  
B.S., Yale; M.D.; M.S., Columbia; Med.Sc.D.  
Associate Clinical Professor of Surgery in the College of Physicians and Surgeons.
- M. BECKETT HOWORTH . . . . . *Orthopedics*  
B.S., Mississippi; M.D., Washington; Med.Sc.D., Columbia.  
Associate in Orthopedic Surgery in the College of Physicians and Surgeons.
- GRACE R. HUDDY . . . . . *Clothing Construction*  
B.S., Framingham State Teachers College; A.M., Columbia.
- ELIZABETH B. HURLOCK . . . . . *Child Psychology*  
A.B., Byrn Mawr; A.M.; Ph.D., Columbia.  
Instructor in Psychology, Columbia University.
- OTTO KLINEBERG . . . . . *Abnormal Psychology*  
B.A., McGill; M.D.; A.M., Harvard; Ph.D., Columbia.  
Assistant Professor of Psychology, Columbia University.
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Graphic Arts, Columbia University Extension.
- JAMES L. MURSELL . . . . . *Principles of Teaching*  
B.A., University of Queensland, Australia; Ph.D., Harvard.  
Professor of Education in Teachers College.
- JOSEPHINE L. RATHBONE . . . . . *Kinesiology*  
A.B., Wellesley; A.M.; Ph.D., Columbia.  
Associate Professor of Health and Physical Education in Teachers College.



- ELISE E. RUFFINI . . . . . *Design*  
B.S., Columbia; A.M.  
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A.B., Columbia; M.D.  
Assistant Professor of Clinical Medicine in the College of Physicians and Surgeons.
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Assistant Professor of Education in Teachers College.
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Student National Academy of Design; Art Students League.  
Associate Professor of Fine Arts in Teachers College.
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A.B., Bucknell; A.M., Columbia; M.D., University of Maryland; D.N.B. Diplomate, American Board of Psychiatry and Neurology.  
Research Assistant in Neurology in the College of Physicians and Surgeons.

## SPECIAL LECTURERS

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A.B., Smith; M.D., Cornell; Ph.D., Johns Hopkins.  
Assistant Commissioner for District Health Administration, City of New York.
- HELEN BECHT . . . . . *Rehabilitation*  
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Director of Rehabilitation, Queensboro Tuberculosis and Health Association.
- FREDERIC T. ELTON . . . . . *Rehabilitation*  
Diploma, Massachusetts State Normal School; Massachusetts Institute of Technology, Industrial Techniques.  
District Supervisor, Vocational Rehabilitation Bureau, New York State Department of Education.
- MARGUERITE EMERY . . . . . *Principles and Practice of Occupational Therapy*  
O.T.R., Mansfield School.  
Director of Occupational Therapy, Neurological Institute, Columbia-Presbyterian Medical Center.
- TERRY FOSTER . . . . . *Rehabilitation*  
A.B., Tulane; A.M., George Washington University.  
Research Agent, Vocational Rehabilitation Division, Federal Security Agency, Office of Education, Washington, D. C.
- BORGHILD HANSEN . . . . . *Principles and Practice of Occupational Therapy*  
B.S., University of Minnesota; O.T.R.  
Director of Occupational Therapy, Montefiore Hospital, Country Sanatorium, Bedford Hills, N.Y.
- HOLLAND HUDSON . . . . . *Rehabilitation, Tuberculosis*  
Director, Rehabilitation Service, National Tuberculosis Association.
- VIOLA JONES . . . . . *Principles and Practice of Occupational Therapy*  
B.S., Lacross State Teachers College; O.T.R., Milwaukee-Downer College.  
Director of Workshops, Connecticut Society for the Crippled.
- HARRY D. KITSON . . . . . *Vocational Guidance*  
A.B., Hiram; A.M., Minnesota; Ph.D., Chicago.  
Professor of Education in Teachers College.
- MARY MERRITT . . . . . *Principles and Practice of Occupational Therapy*  
O.T.R.  
Director of Occupational Therapy Division, Department of Hospitals, City of New York.
- SADIE SHAPIRO . . . . . *Rehabilitation*  
Certificate, Smith School of Social Work.  
Director, Department of Social Service, Hospital for Joint Diseases.
- VIRGINIA STRONG . . . . . *Pediatrics*  
A.B., Columbia; A.M.; M.D.  
Assistant in Pediatrics, Vanderbilt Clinic, Columbia-Presbyterian Medical Center.

## GENERAL STATEMENT

The practice of occupational therapy, often referred to as the "work cure," consists of remedial treatment in the form of supervised activity for persons injured in body or mind by accident or disease. Hand-crafts, recreational activities, educational pursuits and pre-industrial training are the concern of the therapist participating in modern occupational therapy programs today as they help toward the physical, mental, social and economic adjustment of the patient.

Occupational therapy was first used on a wide scale as an aid to recovery and guide to vocational rehabilitation of service men wounded or disabled in the first World War. Recognition of its value has expanded steadily in the past twenty-three years and with its growth has come the increasing need for more trained therapists.

In response to this increasing demand Columbia University offers a program of professional studies leading to a Certificate of Proficiency in Occupational Therapy. This course of study, open to qualified students who have completed one year or more of college, is under the administrative supervision of the Director of University Extension with the assistance of an advisory committee comprised of representatives of the co-operating divisions of the University.

The purpose of the program is to provide training and instruction to enable the student to fulfill the educational requirements of a registered occupational therapist. The curriculum consists of two years of professional courses followed by one year (eight to ten months) of clinical training in various teaching hospitals under supervision of the University. The two years of classroom work are devoted to courses in the biological, social and clinical sciences providing a scientific, medical and theoretical background together with courses in the techniques of the creative arts, recreational therapy, educational therapy, and pre-vocational training as they enter into the actual practice of occupational therapy. A close relationship with the Fine Arts, Nursing Education, and Health and Physical Education Departments of Teachers College as well as the College of Physicians and Surgeons of Columbia University makes available to the student unusual clinical, practical and educational facilities.

The educational and cultural opportunities both on the Campus and in the City of New York are utilized in connection with courses of study.

The Occupational and Physical Therapy Club is the student organization in which activities of a recreational, social, and professional nature are carried on. Men and women prominent in these special fields are frequently invited to address the club.

The courses described in this bulletin meet the requirements set forth by the Council on Medical Education and Hospitals of the American Medical Association as published in their *Essentials of an Acceptable School of Occupa-*

*tional Therapy*, which regulates the standards by which schools are accredited. Graduation from an accredited course leads to eligibility for the Directory of Registered Occupational Therapists maintained by the American Occupational Therapy Association.

Today the need for therapists is twofold: the present war emergency and post-war rehabilitation. At present, the Army and Navy hospitals are demanding in numbers the services of registered occupational therapists; there is concern not only for the most effective rehabilitation of men in the armed services, but for civilian rehabilitation in the post-war period.

Should intensive war emergency courses be deemed advisable, Columbia University is ready to supplement the professional curriculum, here described, to meet such demands.

### ADMISSION REQUIREMENTS

Students seeking admission to the University for the purpose of completing the requirements for the Certificate of Proficiency in Occupational Therapy fall into two groups: those seeking admission to the pre-professional courses, and those seeking admission to the professional courses. Students will be admitted in September, February, and the University Summer Session.

*Admission to the Professional Courses* in occupational therapy is based upon a minimum of thirty points of academic college work completed in an approved institution. This work should include the following: English, one year; at least one semester of general psychology and one of sociology; one semester of a science (biology, chemistry, physiology, or physics). Electives may be chosen from such subjects as physiology, science, and the social and political sciences. In addition, candidates for admission must possess personal qualifications and aptitude suited to the practice of occupational therapy. Whenever possible, aptitude will be judged in part by a personal interview.

*Admission to Advanced Standing.* Candidates for admission by transfer from other institutions of higher education must present satisfactory records and certificates of honorable dismissal from those institutions. Admission to advanced standing with "time credit," a reduction in the residence requirement, may be granted in the case of candidates who hold an acceptable baccalaureate degree or who, in addition to having met the requirement of one year of academic work, have also completed the work for a degree or certificate in accredited related professional training.

Under any circumstances the minimum residence requirement is eighteen months, ordinarily including eight months theoretical training and ten months in clinical practice.

*Admission to Pre-Professional Courses.* Applicants for admission to pre-occupational therapy courses in University Extension must convince the Director of University Admissions that their maturity, experience, and preparation

are such as to make them suitable candidates for the type of instruction offered in University Extension. They should present records from approved secondary schools covering the following work:

	<i>Units</i>
English, 4 years . . . . .	3
Foreign language, 3 years of one . . . . .	3
Elementary algebra, 1 year . . . . .	1
Intermediate algebra, $\frac{1}{2}$ year (usually) . . . . .	1
Plane geometry, 1 year . . . . .	1
History, 1 year . . . . .	1
Physics, chemistry, or biology, 1 year . . . . .	1
Suitable electives to make up 15 units . . . . .	4

It is advised that candidates include both chemistry and biology in their programs.

Mature students whose past preparation does not cover the requirements may be permitted to remove their deficiencies by taking courses provided in University Extension.

#### ADMISSION PROCEDURE

Forms to be used in making application for admission may be obtained by writing to the Director of University Admissions, Room 321 University Hall. Such forms should be filed several months in advance of the time at which students wish to begin their studies, but they may be filed later if circumstances make early application impossible.

Statements of Admission will be issued to properly qualified students. Persons wishing to present these statements for further advice should do so at Room 312 School of Business Building.

The age requirement for candidates for admission to either the pre-professional collegiate courses or the professional courses is governed by the fact that the student must be at least 21 years of age on completion of the course as specified by the American Medical Association. Candidates may not be admitted to the pre-professional courses before 17 years of age. Candidates for the professional courses must be between 19 and 35 years of age.

Demands made on the physical endurance and emotional stamina of the therapist require a record of good health. A medical examination blank furnished by the University and signed by the candidate's physician is required before final acceptance for enrollment.

While occupational therapy is a profession of interest primarily to women, there are certain positions in the field for which it is desirable to have male therapists. For this reason a limited number of men may be admitted to the professional courses, depending upon individual qualifications.



## ESTIMATED EXPENSES FOR THE ACADEMIC YEAR

Following is an itemized estimate of expenses of attendance in the courses in occupational therapy for a full academic year:

Tuition and fees . . . . .	\$390.00
Books, materials, equipment, uniforms . . . . .	60.00
Fee for physical examination (payable at first registration) . . . . .	5.00
	<hr/>
	\$455.00

The above expenses are for each of the first two academic years. In the third year there will be nominal transportation expenses for students in hospital affiliations outside of the local area.

Third year (clinical training), registration and certificate fees total . . . . .	\$ 20.00
Total cost—Three year students, approximately . . . . .	\$900.00
Total cost—Advanced standing students, approximately . . . . .	475.00

<i>Living Expenses (academic year)</i>	<i>Average</i>	<i>Minimum</i>
Room . . . . .	\$220	\$150
Board . . . . .	277	225
	<hr/>	<hr/>
	\$497	\$375

During clinical training students spend approximately three months of the period in residence in a hospital where they receive partial or full maintenance (room, board and laundry). In some instances a maintenance arrangement is possible for a longer period of time, thereby reducing total expense.

*Scholarships*

Funds for scholarships and student loans are available to applicants and students in occupational therapy through a Foundation grant. Application should be made in writing to Miss Marjorie Fish, In charge, Professional Courses in Occupational Therapy.

## COURSE OF STUDY IN OCCUPATIONAL THERAPY

A typical outline of the program of studies for each year of the course of study is given below. In the three year course the first two years are spent on the Campus in theoretical and technical study. The third year (8-10 months) is devoted to clinical practice in mental, general, children's, orthopedic, tuberculosis services or hospitals.

Under the plan of acceleration the summer period between the first and second years is utilized for four months of the required clinical practice, thereby enabling the student to complete the full course in approximately 2½ years.

Students granted "time credit" (see page 13) and completing the course in eighteen months, carry a program combining first and second year courses during the one year spent on the Campus. The second year (clinical practice) is the same as for full time students.

### FIRST YEAR

<i>Winter Session</i>	<i>Points</i>
Occupational Therapy u11—Elementary Theory of Occupational Therapy . . . . .	2
Psychology u33—Abnormal Psychology . . . . .	2
Psychology u57—Child Psychology . . . . .	2
P. T. Pathology u1—Elementary Studies in Pathology . . . . .	1
T. C. Biology 155—Anatomy and Physiology . . . . .	3
T. C. Recreation 140—Physical Recreation in Rehabilitation . . . . .	2
O. T. Fine Arts u47—Reedwork . . . . .	2
O. T. Fine Arts u63—Woodwork . . . . .	2
Elective . . . . .	2
	<hr/> 18

#### *Spring Session*

Occupational Therapy u12—u12b—Theory of Occupational Therapy . . . . .	3
O. T. Psychiatry u2 . . . . .	2
T. C. Fine Arts 101T—Fundamentals of Design . . . . .	2
O. T. Fine Arts u22—Minor Crafts . . . . .	3
O. T. Fine Arts u42—Bookbinding . . . . .	2
O. T. Fine Arts u64—Woodwork . . . . .	2
O. T. Fine Arts u88—Elementary Weaving . . . . .	2
Elective . . . . .	2
	<hr/> 18

### SECOND YEAR

<i>Winter Session</i>	<i>Points</i>
Occupational Therapy u21—Advanced Theory of Occupational Therapy . . . . .	2
Clinical Subjects u1—General Medicine and Surgery . . . . .	2
O. T. Neurology u1 . . . . .	2

## SECOND YEAR (Continued)

<i>Winter Session</i>	<i>Points</i>
P. T. Kinesiology u35—Practical and Applied Kinesiology . . . . .	2
O. T. Graphic Arts u1R—Art of Hand Printing . . . . .	2
O. T. Fine Arts u5—Interpretive Design . . . . .	2
O. T. Fine Arts u89—Advanced Weaving . . . . .	4
Elective . . . . .	2
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	18

*Spring Session*

Occupational Therapy u22—u22b—Advanced Theory of Occupational Therapy . . . . .	3
Occupational Therapy u18—Rehabilitation . . . . .	2
Clinical Subjects u2—Orthopedics, Pediatrics, Public Health . . . . .	2
T. C. Education 233Mk—Principles of Teaching . . . . .	2
O. T. Fine Arts u26—Leather . . . . .	1
O. T. Fine Arts u28—Pottery . . . . .	2
O. T. Fine Arts u68—General Shop . . . . .	2
O. T. Clothing u10—Garment Construction . . . . .	2
Elective . . . . .	2
	<hr/>
	18

## ADVANCED STANDING

*Winter Session*

Occupational Therapy u11—Elementary Theory of Occupational Therapy . . . . .	2
Psychology u33—Abnormal Psychology . . . . .	2
T. C. Biology 155—Anatomy and Physiology . . . . .	3
P. T. Kinesiology u35—Practical and Applied Kinesiology . . . . .	2
Clinical Subjects u1—General Medicine and Surgery . . . . .	2
O. T. Graphic Arts u1R—Art of Hand Printing . . . . .	2
O. T. Fine Arts u63—Woodwork . . . . .	2
O. T. Fine Arts u89—Advanced Weaving . . . . .	4
	<hr/>
	19

*Spring Session*

Occupational Therapy u12—u12b—Theory of Occupational Therapy . . . . .	3
Occupational Therapy u18—Rehabilitation . . . . .	2
Clinical Subjects u2—Orthopedics, Pediatrics, Public Health . . . . .	2
O. T. Psychiatry u2 . . . . .	2
T. C. Fine Arts 101T—Fundamentals of Design . . . . .	2
O. T. Fine Arts u22—Minor Crafts . . . . .	2
O. T. Fine Arts u42—Bookbinding . . . . .	2
O. T. Fine Arts u68—General Shop . . . . .	2
O. T. Clothing u10—Garment Construction . . . . .	2
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	19

Attendance at a weekly seminar is required of all advanced standing students during the Winter and Spring Sessions. Discussions in this seminar are concerned with advanced theory and principles and practice of occupational therapy.

## THIRD YEAR

The eight to ten months of clinical training consists of full-time experience in well organized and carefully supervised Occupational Therapy Departments under the immediate direction of registered occupational therapists. During this period students attend lectures, clinics, staffs, and orientation in related treatment departments (Physical Therapy, Social Service, etc.), conduct special case studies, and obtain practical experience in special therapeutics such as physical education and educational therapy, and in the hospital library.

## Hospitals and Agencies Affiliated for Clinical Training

The Association for the Aid of Crippled Children, New York, N. Y.

Mrs. Alice Fitzgerald, R.N., Executive Secretary

Director of Occupational Therapy to be announced

Brattleboro Retreat, Brattleboro, Vermont

George Elliott, M.D., Superintendent

Miss Josephine Davis, O.T.R., Director of Occupational Therapy

Bridgeport Workshop, Bridgeport, Conn.

Lester C. Burdick, President

Mrs. Eleanor P. Mann, O.T.R., Director of Occupational Therapy

The Children's Hospital, Buffalo, N. Y.

Crippled Children's Guild, Buffalo, N. Y.

Moir P. Tanner, Superintendent

Miss Veronica Cavanaugh, O.T.R., Director of Occupational Therapy

Columbia-Presbyterian Medical Center, New York, N. Y.

and affiliated divisions

Presbyterian Hospital

John S. Parke, Executive Vice-President

John F. McCormack, Superintendent

Miss Gladys Willey, O.T.R., Director of Occupational Therapy

Neurological Institute

John S. Parke, Executive Vice-President

Miss Marie C. Byron, R.N., Superintendent

Miss Marguerite Emery, O.T.R., Director of Occupational Therapy

Community Rehabilitation Workshop, Hartford, Conn.

W. Watson House, President

Miss Viola Jones, O.T.R., Supervisor



Fairfield State Hospital, Newtown, Conn.

William H. Walker, M.D., Acting Superintendent

Miss Bertha J. Piper, O.T.R., Director of Occupational Therapy

Hospital for Special Surgery, New York, N. Y.

F. Wilson Keller, Director

Miss Edith H. Brokaw, O.T.R., Director of Occupational Therapy

Montefiore Hospital for Chronic Diseases, New York, N. Y.

E. M. Bluestone, M.D., Director

Miss Celia M. Pearson, O.T.R., Occupational Therapist

Montefiore Hospital—Country Sanatorium, Bedford Hills, N. Y.

Norman Mayer, Rehabilitation Executive

Miss Borghild Hansen, O.T.R., Occupational Therapist

New York City Department of Hospitals

Miss Mary E. Merritt, O.T.R., Director, Division of Occupational Therapy

Bellevue Hospital

Miss Helen C. Mathias, O.T.R., Supervisor of Occupational Therapy

City Home for the Blind

Miss Helen B. Eagan, O.T.R., Supervisor of Occupational Therapy

City Hospital

Mrs. Frances Howard O'Brien, O.T.R., Supervisor of Occupational Therapy

Municipal Sanatorium, Otisville, N. Y.

Miss Ray C. Reeves, O.T.R., Supervisor of Occupational Therapy

Triboro Hospital

Miss Gertrude Wait, O.T.R., Director of Occupational Therapy

Welfare Hospital for Chronic Diseases

Miss Frances E. Heess, O.T.R., Director of Occupational Therapy

New York State Department of Mental Hygiene (Hospitals of)

Pilgrim State Hospital, Brentwood, L. I.

Harry J. Worthing, M.D., Superintendent

Miss Virginia Scullin, O.T.R., Director of Occupational Therapy

Psychiatric Institute and Hospital, New York, N. Y.

Nolan D. C. Lewis, M.D., Superintendent

Miss Marguerite Vaughan, O.T.R., Director of Occupational Therapy

Niagara Sanatorium (Niagara County), Lockport, N. Y.

Arthur N. Aitken, M.D., Superintendent

Mrs. Charlotte Briggs, O.T.R., Director of Occupational Therapy and  
Rehabilitation

North Carolina Orthopedic Hospital, Gastonia, N. C.

Miss Carrie Young, R.N., Superintendent

Miss Elizabeth Snow, O.T.R., Director of Occupational Therapy

## OUTLINE OF COURSES

The University reserves the right to withdraw or modify these courses or to change the instructors as may seem wise.

**NOTE:** For electives and additional courses open to students in occupational therapy consult the *Announcements of Teachers College and University Extension*.

### FIRST YEAR

**Occupational Therapy u11-u12—Elementary theory of occupational therapy.** 2 points each Session. Miss MARJORIE FISH and special lecturers.

11-11:50 a.m., Tuesday and Friday.

A general survey of the field. Correlation of theoretical principles with practical application. History and development of occupational therapy with special reference to present uses and techniques in the major medical fields. Professional and hospital ethics and etiquette. Supplementary reading and reports. Field visits.

**Occupational Therapy u12b—Principles and practice of occupational therapy.** 1 point Spring Session. Miss EDITH H. BROKAW.

12-12:50 p.m., Tuesday.

Additional work in application of principles with emphasis on adaptation of equipment and apparatus as used in the medical fields. Functional analysis of treatment activities.

Required of all professional students.

**O. T. Psychiatry u2—Elementary psychiatry.** 2 points Spring Session. Dr. FREDERICK T. ZIMMERMAN.

4-5:40 p.m., Friday. College of Physicians and Surgeons.

Etiology and symptomatology of the major and minor psychoses including the psychoneuroses and their treatment. Lectures with clinical demonstrations.

Prerequisite: Abnormal psychology.

**Psychology u33—Abnormal psychology.** 2 points Winter Session. Professor OTTO KLINEBERG.

3:40-5:20 p.m., Wednesday.

This course describes the common mental maladjustments, undertaking to explain them in terms of general psychological principles. The social implications of abnormalities are emphasized.

Prerequisite: General psychology or elements of psychology.

**Psychology u57—Child psychology.** 2 points Winter Session. Dr. ELIZABETH B. HURLOCK.

1:45-3:25 p.m., Wednesday.

This course covers the important phases of development during the early childhood years, from birth to adolescence. The specific topics studied include: physical growth; motor development; learning to walk; emotions; social development; play; childhood mysteries and

personality. The common problems that arise at different times during the childhood years will be discussed, and suggestions made in regard to the best methods of dealing with them.

Prerequisite: General psychology or elements of psychology.

**T. C. Biology 155—Anatomy and physiology.** Lectures and laboratory. 3 points Winter Session. Miss LUTIA C. LEAVELL and assistants.

Hours to be arranged.

For students in orthopedic nursing, occupational therapy, physical therapy, and physical education. (Others admitted only with permission of the instructor.) Provides the basic and related histology, anatomy and physiology for understanding the muscle-joint-bone unit.

**P. T. Pathology u1—Elementary studies in pathology.** 1 point Winter Session. Instructor to be announced.

11-11:50 a.m., Wednesday.

Lectures to outline the basic alterations which occur in body tissues due to injury and disease; alterations of function resulting from these influences.

**T. C. Recreation 140—Physical recreation in rehabilitation.** 1 or 2 points Winter Session. Professor JOSEPHINE L. RATHBONE.

9-10:50 a.m., Thursday.

For those who are planning to work with exceptional children or to take part in post-war rehabilitation. Activities include those appropriate for various age levels and for various types of handicaps.

**O. T. Fine Arts u47—Reed work.** 2 points Winter Session. Miss HARRIET E. KNAPP.

1-2:40 p.m., Tuesday and 9-10:40 a.m., Wednesday.

The fundamental principles of reed, raffia, and cane seating.

**O. T. Fine Arts u63-u64—Woodwork.** 2 points each Session. Professor FRED STRICKLER.

1-3:50 p.m., Friday.

A course designed to orient students in the fundamentals of woodworking and to develop a reasonable skill in the use of hand tool and finishing processes. Elementary principles of mechanical drawing.

There will be a charge for materials.

**T. C. Fine Arts 101T—Fundamentals of design.** 2 points Spring Session. Professor ELISE E. RUFFINI.

1:30-3:20 p.m., Tuesday and Thursday.

The fundamental principles of design and their inter-relations will be studied through experiences in two and three-dimensional designing. Practice in decorative and abstract design for textiles, posters, ceramics, and other art forms. Museum and store visits, lectures, readings, and discussions.



**O. T. Fine Arts u22—Minor crafts.** 2 or 3 points Spring Session. Miss HARRIET E. KNAPP.

Section 1—9-11:30 a.m., Monday and 2-4:30 p.m., Tuesday.

Section 2—2-4:30 p.m., Tuesday and 1-3 p.m., Wednesday (For advanced standing students only. 2 points).

Dyeing, etching, hand puppets, and marionettes; hooking, knitting, knotting and rope-work, needlecraft, plastics, and simple weaving.

**O. T. Fine Arts u42—Bookbinding.** 2 points Spring Session. Miss HARRIET E. KNAPP.

Section 1—9-10:50 a.m., Wednesday and Friday.

Section 2—1-2:50 p.m., Wednesday and Friday (For advanced standing students only).

Instruction in the basic processes of book and magazine binding, pamphlets, portfolios and book repair. Decorative paper bindings, cloth and leather bindings. Problems of materials and costs are considered.

**O. T. Fine Arts u88—Elementary weaving.** 2 points Spring Session. Miss FLORENCE HOUSE.

1-2:50 p.m., Monday and Wednesday.

A workshop course in beginning weaving. Problems include the use of small appliances such as cards, inkle looms, rigid and string heddle looms for making belts, bags, and other articles. Experimenting with unusual as well as standard yarns, for texture and color work. Dyeing. Plain weaving, simple harness controlled patterns and standard weaves. Learning the mechanism and setting up of the loom, as well as the making of patterns and reading and writing of drafts. Trips to museums and various other institutions.

## SECOND YEAR

**Occupational Therapy u21-u22—Advanced theory of occupational therapy.** 2 points each Session. Miss MARJORIE FISH and special lecturers.

10-10:50 a.m., Tuesday and Thursday.

A review and advanced study of theory and techniques in the application of occupational therapy in the various medical fields: mental, tuberculosis, pediatrics, general medical and surgical conditions, orthopedics, cardiac, blind and deaf. Consideration of the rôle of occupational therapy in present-day rehabilitation, correlating creative arts, recreational, educational and industrial trends. Supplementary reading and reports.

**Occupational Therapy u22b—Advanced principles and practice of occupational therapy.** 1 point Spring Session. Miss MARGUERITE ABBOTT.

Hours to be arranged.

Application of techniques in the treatment of orthopedic conditions including cerebral palsy and physical injuries. Measuring and charting of joint motion and muscle strength.

Required of all professional students.

**Occupational Therapy u18—Rehabilitation.** 2 points Spring Session. Miss MARJORIE FISH, coördinator; special lecturers: Mr. FREDERIC ELTON, Mr. HOLLAND HUDSON, Mr. TERRY FOSTER, Miss SADIE SHAPIRO, and practicing therapists.

10-10:50 a.m., Monday and Wednesday.

A survey of public and private agencies offering facilities for the physical and vocational rehabilitation of handicapped persons including guidance, training and placement. A study of organization and legislation of State and Federal vocational rehabilitation to acquaint the student with community resources, especially in terms of present-day trends. Case histories and field trips.

**Clinical Subjects u1-u2—General medicine and surgery, pediatrics, orthopedics, and public health.** 2 points each Session.

4-5:40 p.m., Wednesday. College of Physicians and Surgeons.

**General Medicine.** Dr. MARTIN DE F. SMITH.

**General Surgery.** Dr. EDWARD HOWES.

A consideration of the manifestations, complications and convalescence in medical and surgical conditions for which occupational therapy is prescribed. Clinical lectures and case demonstrations.

**Orthopedics.** Dr. M. BECKETT HOWORTH.

Diseases and injuries of bones, joints and muscles, causing impairment of function and deformity. Consideration is given to body mechanics. Clinical lectures and case demonstrations.

**Pediatrics.** Dr. VIRGINIA STRONG.

A study of the common diseases of childhood.

**Public Health.** Dr. MARGARET BARNARD.

An orientation course to familiarize the student with phases of preventive medicine and public health problems including communicable and contagious diseases, tuberculosis, blindness, and deafness.

**O. T. Neurology u1—Elementary neurology.** 2 points Winter Session. Dr. FREDERICK T. ZIMMERMAN.

4-5:40 p.m., Friday. College of Physicians and Surgeons.

Anatomy of the central, peripheral, and sympathetic nervous systems. Etiology, symptomatology and treatment in diseases of the brain, spinal cord and peripheral nerves.

Prerequisite: Abnormal Psychology.

**P. T. Kinesiology u35—Practical and applied kinesiology.** 2 points Winter Session. Professor JOSEPHINE L. RATHBONE and Miss ELLEN COVELL.

**Practical kinesiology.** November 16 to January 18. Professor RATHBONE.

1:10-2:50 p.m., Thursday.

The study of coördinate action of muscles and nerves. Analysis of skills used in physical education, occupational and physical therapy.

This course given in conjunction with T.C. Physical Education 105.

**Applied kinesiology.** November 13 to December 18. Miss COVELL.

5:30-7:30 p.m., Monday and Thursday.

The application of kinesiology in the treatment of altered body function, including the Kenny Concept in the treatment of infantile paralysis.

**T. C. Education 233Mk—Principles of teaching.** 2 or 3 points either Session. Professor JAMES L. MURSELL.

Winter Session: 7:30–9:10 p.m., Tuesday.

Spring Session: 9–10:50 a.m., Saturday.

The nature of the teaching-learning process, the significance of personality, the teacher's qualifications, preparation and responsibility, and some resulting implications for curriculum.

**O. T. Fine Arts u28—Pottery.** 2 points Spring Session. Mrs. MABEL D'AMICO. 2–3:50 p.m., Tuesday and Thursday.

An introduction to the vast possibilities and methods of using clay to create functional pottery with coils, by casting, and with the potter's wheel. Mold making, methods of decorating, glazing, and firing of kilns are studied for practical use in teaching.

Students are charged \$2.00 for materials supplied by the department.

**O. T. Fine Arts u89—Advanced weaving.** 4 points Winter Session. Miss FLORENCE HOUSE.

Section 1—1–3:50 p.m., Monday and Friday.

Section 2—1–3:50 p.m., Monday and Wednesday. (For advanced standing students only).

An advanced course in weaving. Weaving on two, four and eight harness looms. Standard weaves: colonial, overshot, summer and winter, spot and lace Bronson, crackle, twills. Special weaves: laid-in, warp and weft brocades, open weaves, tapestries, pilesweaves including looped and tufted types, double weaving and Scandinavian techniques. Making of patterns and drafts, analysis of fabrics, including draft treadling and tie-up. Experimenting with fibres and weaves with special emphasis on color, texture and design. Trips to museums and various other institutions.

**O. T. Fine Arts u5—Interpretive design.** 2 points Winter Session. Miss HARRIET E. KNAPP.

10–11:50 a.m., Monday and 1–2:50 p.m., Wednesday.

Basic and related problems providing experience with various mediums of expression as used in occupational therapy, with stress upon valid design concepts.

**O. T. Fine Arts u26—Leather.** 1 point Spring Session. Miss HARRIET E. KNAPP.

11–12:50 p.m., Wednesday.

Various processes and techniques of leather work as used in occupational therapy. Instruction in making a wide variety of articles including handbags, belts, gloves and other accessories.

**O. T. Fine Arts u68—General shop.** 2 points Spring Session. Professor FRED STRICKLER.

1–3:50 p.m., Monday.

A course in mechanical drawing, art and metal, chip carving, general hand and machine woodwork, and such other media as may be required to round out the shop experience of advanced occupational therapy students.

There will be a charge for materials.

**O. T. Clothing u10—Garment construction. 2 points Spring Session.** Instructor to be announced.

9-11:50 a.m., Thursday.

An elementary course in clothing instruction as applied to occupational therapy. Includes principles of clothing and design; pattern selection and altering; use and care of sewing machine and equipment.

Students provide materials.

**O. T. Graphic Arts u1R—Art of hand printing. 2 points Winter Session.** Mr. MELVIN LOOS and Mr. HANS A. MUELLER.

Lecture: 3-3:50 p.m., Tuesday.

Laboratory: 9-12 m., Wednesday.

The fundamentals of printing and its application as therapeutic exercise for handicapped persons. The lectures, which are supplemented by films, demonstrations and trips, include: (a) Type faces: history, sizes, point system, methods of hand and machine composition, makeup into pages, fitting of copy; (b) Proofreading; (c) Presswork: a visit to a printing plant affords the student an opportunity to see in actual operation the methods of linotype composition, imposition, makeready, and binding. The laboratory affords practical application of hand typesetting, including operation of hand and foot printing presses. Stress is placed on arrangement and good taste in handling various sizes of type.

#### Suggested Electives:

T. C. Fine Arts u24—Arts and crafts.

T. C. Fine Arts u29—Marionette production and stage design.

T. C. Fine Arts u58-u59—Community workshop in arts and skills.

Music u1-u2—A survey of music.

Sociology u105-u106—Crime and delinquency.

Sociology u147—Social aspects of medical care.

Psychology u39—Psychology of personality

Psychology u58—Child psychology (adolescent years).

Education 156P—Psychology of the physically handicapped.



# PROFESSIONAL COURSES FOR TECHNICIANS IN PHYSICAL THERAPY

## ADMINISTRATIVE COMMITTEE FOR STUDENTS

WILLIAM BENHAM SNOW, M.D., *Chairman*  
*Director of Physical Therapy, Columbia-Presbyterian Medical Center*

JOSEPHINE L. RATHBONE, PH.D., *Associate Professor of Health and*  
*Physical Education in Teachers College*

MARJORIE FISH, A.B., O.T.R., *In charge, Professional Courses*  
*in Occupational Therapy*

## ADVISORY COMMITTEE

MARGARET CONRAD, A.B., R.N., *Professor of Nursing, Columbia University*

ARNO DAVID GUREWITSCH, M.D., *Assistant Director of Physical Therapy,*  
*Neurological Institute*

FRANK K. SAFFORD, M.D., *Director of Physical Therapy, City Hospital*

MRS. EDITH HANSEN, R.N., P.H.N., R.P.T., *Head Technician,*  
*Physical Therapy, Columbia-Presbyterian Medical Center*

GLADYS AMES WILLEY, O.T.R., *Director, Occupational Therapy,*  
*Columbia-Presbyterian Medical Center*

FLORENCE L. PHENIX, R.N., P.H.N., *Formerly, Consultant, Division of*  
*Physically Handicapped Children, Department of Health,*  
*City of New York*

and Members of Administrative Committee

# OFFICERS OF INSTRUCTION

## PHYSICAL THERAPY

### ELIZABETH ADDOMS

A.B., Wellesley; A.M., Columbia.  
Head Technician, Department of Motor Disabilities, Neurological Institute.

### MARY ELIZABETH CALLAHAN

R.N., R.P.T.  
Technician in Physical Therapy, Columbia-Presbyterian Medical Center.

### ELLEN M. COVELL

R.N.; B.S., Columbia.  
Supervisor and Instructor, The Association for the Aid of Crippled Children.

### MARJORIE FISH

A.B., Swarthmore; O.T.R., Boston School of Occupational Therapy.  
In charge, Professional Courses in Occupational Therapy, Columbia University.

### ARNO DAVID GUREWITSCH

M.D., Basel.  
Assistant Director of Physical Therapy, Neurological Institute and New York Orthopedic Hospital.

### ELIZABETH B. HURLOCK

A.B., Byrn Mawr; A.M.; Ph.D., Columbia.  
Instructor in Psychology, Columbia University.

### OTTO KLINEBERG

B.A., McGill; M.D.; A.M., Harvard; Ph.D., Columbia.  
Assistant Professor of Psychology, Columbia University.

### LUTIA CLEMSON LEAVELL

B.S., Columbia; A.M., M.S.  
Instructor in Nursing Education in Teachers College.

### MRS. HARRIET GRAHAM McCORMICK

B.S., Wisconsin; A.M., Columbia; Ph.D.  
Associate in Health and Physical Education and Recreation in Teachers College.

### EARL C McCRACKEN

B.S., Drake; M.S., Iowa State; Ph.D., Minnesota.  
Associate Professor of Home Economics in Teachers College.

### JOSEPHINE L. RATHBONE

A.B., Wellesley; A.M.; Ph.D., Columbia.  
Associate Professor of Health and Physical Education in Teachers College.

### ALAN DE FOREST SMITH

A.B., Columbia; M.D.  
Professor of Orthopedic Surgery in the College of Physicians and Surgeons.

### WILLIAM BENHAM SNOW

M.D., Long Island College Hospital.  
Associate in Medicine in the College of Physicians and Surgeons; Director of Physical Therapy, Columbia-Presbyterian Medical Center and New York Orthopedic Hospital.

JESSIE L. STEVENSON

R.N., P.H.N.

Consultant in Orthopedic Nursing, National Organization for Public Health Nursing.

FREDERICK T. ZIMMERMAN

A.B., Bucknell; M.D., University of Maryland; D.N.B. Diplomate, American Board of Psychiatry and Neurology.

Research Assistant in Neurology in the College of Physicians and Surgeons.

SPECIAL LECTURERS

HENRY A. BARRETT

M.D., McGill.

Associate Roentgenologist, Willard Parker Hospital; Associate Roentgenologist, Manhattan Eye and Ear Infirmary; Chief of Physical Therapy, Roosevelt Hospital, O.P.D.

ANTHONY C. CIPOLLARO

M.D., Columbia.

Associate in Dermatology and Syphilology, New York Post-Graduate Medical School.

CASSIUS LOPEZ DE VICTORIA

M.D., New York Homeopathic.

Assistant Attending Physician, Presbyterian Hospital; Director, Physical Therapy, St. Clare's Hospital.

FREDERIC T. ELTON

Diploma, Massachusetts State Normal School. Massachusetts Institute of Technology, Industrial Techniques.

District Supervisor, Vocational Rehabilitation Bureau, New York State Department of Education.

TERRY FOSTER

A.B., Tulane; A.M., George Washington University.

Research Agent, Vocational Rehabilitation Division, Federal Security Agency, Office of Education, Washington, D. C.

EDITH HANSEN

R.N.; P.H.N.; R.P.T.

Head Technician, Physical Therapy, Columbia-Presbyterian Medical Center.

EDWARD F. HARTUNG

A.B., Columbia; M.D.

Assistant Clinical Professor of Medicine in the Post-Graduate Medical School.

PAUL FREDERICK ADAM HOEFER

M.A., Berlin; Ph.D.; M.D., Wurzburg.

Assistant Professor of Neurology in the College of Physicians and Surgeons.

HOLLAND HUDSON

Director, Rehabilitation Service, National Tuberculosis Association.

HANS KRAUS

M.D., Vienna.

Assistant in Physical Therapy, Vanderbilt Clinic, Columbia-Presbyterian Medical Center.

FREDERICK C. MACCURDY

B.S., Columbia; M.D.; Ph.G., Washington.

Commissioner, New York State Department of Mental Hygiene; Lecturer in Nursing Education in Teachers College.

**JAMES LOWRY MILLER**

M.D., Pennsylvania.

Assistant Clinical Professor of Dermatology in the College of Physicians and Surgeons.

**JOSEPH MOLDAVER**

M.D., University of Brussels.

Research Assistant in Neurology in the College of Physicians and Surgeons.

**DUDLEY J. MORTON**

M.D., Hahnemann.

Associate Professor of Anatomy in the College of Physicians and Surgeons.

**ROBERT MULLER**

M.D., Prague.

Assistant Attending Physician, Physical Therapy, Presbyterian Hospital; Director, Physical Therapy, St. Luke's Hospital.

**CLAY RAY MURRAY**

M.D., Columbia.

Associate Professor of Surgery in the College of Physicians and Surgeons.

**VERONICA O'BRIEN**

M.D., Michigan.

Instructor in Neurology in the College of Physicians and Surgeons.

**MARGARET A. O'NEILL**

B.S., New York University; A.M. Graduate of the Sargent School for Physical Education.

Head Technician in Physical Therapy, New York State Reconstruction Home, Haverstraw, N. Y.

**RAYMOND LOUIS PFEIFFER**

A.B., Wittenberg; M.D., Ohio State; M.S., Columbia; Med.Sc.D.; F.A.C.S.

Assistant Clinical Professor of Ophthalmology in the College of Physicians and Surgeons.

**FRANK KNAPP SAFFORD, JR.**

M.D., Vienna.

Physician in Charge, Physical Therapy, City Hospital; Assistant in Medicine in the College of Physicians and Surgeons.

**BERTRAM J. SANGER**

A.B., Texas; M.D., Johns Hopkins.

Assistant Clinical Professor of Medicine in the College of Physicians and Surgeons.

**SADIE SHAPIRO**

Certificate, Smith School of Social Work.

Director, Department of Social Service, Hospital for Joint Diseases.

**BEVERLEY CHEW SMITH**

M.D., Virginia.

Associate in Surgery in the College of Physicians and Surgeons.

**JEROME P. WEBSTER**

A.B., Trinity; M.S.; M.D., Johns Hopkins.

Assistant Professor of Clinical Surgery in the College of Physicians and Surgeons.



## GENERAL STATEMENT

Columbia University, through University Extension, offers a ten months program of professional studies leading to a Certificate of Proficiency for Technicians in Physical Therapy.

Physical therapy occupies an ever-growing importance in the practice of medicine and surgery. It embodies the utilization of such natural agents as sunshine, water, exercise, massage, mechanical forces and electricity as aids in the treatment of disease and injury. Functional rehabilitation of persons injured in the armed services and in civilian activities becomes a major need in time of war. The skillful application of physical therapy following injury will do much to shorten the time of disability. There is need for highly trained physical therapy technicians to assist with the care of these patients. Furthermore, in the severely injured cases, physical therapy considerably lessens the ultimate disability. The success of this type of treatment depends upon the technician's knowledge of the pathology to be treated, and upon the care and precision with which the physical treatment is administered.

The course of study here described gives the student a basic knowledge of the human organism and the functions of the body in health as well as those diseases in which physical therapy can be helpful. The various physical methods are thoroughly considered and modern techniques of application are taught. The application of this form of treatment to meet special medical problems is the final consideration. In the latter half of the course, ample hours are spent in treatment clinics in affiliated hospitals where the technician gets the opportunity to apply physical therapy to sick and injured patients. The technician is trained to work under physicians and surgeons in accordance with the highest ethical standards of the profession.

The program of courses draws upon the clinical, practical and educational facilities of various academic departments of the University, the College of Physicians and Surgeons, and the Departments of Nursing Education and of Health and Physical Education of Teachers College.

Arrangements have been made with the Division of Nursing Education of Teachers College, Columbia University, by which qualified graduate nurses may combine the advanced course in orthopedic nursing offered in that Division with the program in physical therapy and complete the requirements of both in a minimum time.

The recreational, social and professional activities of students in physical therapy tend to make them a strong unit within the University. For further information see the statement regarding the Occupational and Physical Therapy Club on page 12.

## ADMISSION REQUIREMENTS

Admission to the professional courses is open to qualified students aged 19 to 35 years and is based on graduation from an approved high school. The program covers the elementary entrance requirements outlined on pages 13-14 of the Occupational Therapy section of this bulletin.

Applicants for admission must also be able to satisfy *one* of the following requirements:

- (a) Two years or sixty semester hours of acceptable college work, including courses in biology and other sciences, physics and chemistry recommended, or
- (b) Graduation from an accredited school of nursing, or
- (c) Graduation from an accredited school of physical education

Students who cannot meet one of the requirements (a, b, or c), will not be admitted to the professional courses, but may be allowed to complete requirement (a), two years of acceptable college work in University Extension. Such students, in order to be admitted to this pre-professional work, must meet the elementary entrance requirements mentioned above.

In considering application quality of preparation is important. Demands made on the physical endurance and emotional stamina of the therapist require a good record in these respects.

For details of Admission Procedure see p. 14.

## ESTIMATED EXPENSES FOR THE TOTAL COURSE

Following is an itemized estimate of expenses of attendance in the courses in physical therapy:

Tuition and fees (academic year) . . . . .	\$390.00
Tuition and fees (Summer Session) . . . . .	107.00
Books, materials and equipment . . . . .	50.00
Certificate fee . . . . .	10.00
Fee for physical examination (payable at first registration) . . . .	5.00
	<hr/>
	\$562.00

<i>Living Expenses (total course)</i>	<i>Average</i>	<i>Minimum</i>
Room . . . . .	\$270	\$200
Board . . . . .	337	285
	<hr/>	<hr/>
	\$607	\$485

# COURSE OF STUDY

## FOR PHYSICAL THERAPY TECHNICIANS

A typical outline of the program of studies for the entire course (ten months) is given below. This course of study meets requirements of and is approved by the Council on Medical Education and Hospitals of the American Medical Association.

### WINTER SESSION

	<i>Points</i>
T. C. Biology 155 . . . . .	3
P. T. Physics u11 . . . . .	2
P. T. Kinesiology u35 . . . . .	2
P. T. Massage u3 . . . . .	2
P. T. Pathology u1 . . . . .	1
P. T. Ethics u39 . . . . .	1
O. T. Neurology u1 . . . . .	2
Psychology u33 . . . . .	2
T. C. Recreation 140 . . . . .	2
T. C. Hygiene 172 . . . . .	2
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### SPRING SESSION

Physical Therapy Theory u10 . . . . .	2
Physical Therapy Theory u14 . . . . .	2
Physical Therapy Theory u16 . . . . .	2
Physical Therapy Exercise u12 . . . . .	2
P. T. Orthopedics u36 . . . . .	2
P. T. Practical Application u30 . . . . .	2
P. T. Swimming u6 . . . . .	1
O. T. Psychiatry u2 . . . . .	2
O. T. Rehabilitation u18 . . . . .	2
T. C. Physical Education 156 . . . . .	2
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### SUMMER SESSION

P. T. Massage, Advanced su4 . . . . .	1
P. T. Practical Application su32 . . . . .	4
P. T. Rehabilitation su50 . . . . .	2
P. T. Bandaging su17 . . . . .	1
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# HOSPITALS AFFILIATED FOR CLINICAL TRAINING

(Attendance concurrent with theoretical and technical work)

In addition all students are required to spend a period during inter-session in full-time clinical practice.

## Columbia-Presbyterian Medical Center

### Presbyterian Hospital:

John S. Parke, Executive Vice-President

John F. McCormack, Superintendent

Mrs. Edith Hansen, R.N., R.P.T. Head Technician, Physical Therapy  
Department

### Neurological Institute:

John S. Parke, Executive Vice-President

Miss Marie Byron, R.N., Superintendent

Miss Mary A. Cover, R.P.T. Head Technician, Physical Therapy  
Department

### Babies Hospital:

John S. Parke, Executive Vice-President

Miss Ruth Campbell, R.N., Superintendent

## Institute for the Crippled and Disabled

Col. John N. Smith, Jr., Director

George G. Deaver, M.D., Medical Director

Miss Mary Eleanor Brown, Therapist

## New York Orthopaedic Dispensary and Hospital

Miss Theodora S. Root, Superintendent, Main Hospital, 420 East 59  
Street, New York, N. Y.

Miss Katherine B. Leary, R.P.T., Head Technician, Physical Therapy  
Department

## New York Post-Graduate Hospital

William B. Talbot, M.D., Superintendent

## State of New York Reconstruction Home, West Haverstraw, N. Y.

Edward S. Godfrey, Jr., M.D., Commissioner, Dept. of Health, State of  
New York.

John B. Kelly, Superintendent

Margaret A. O'Neill, A.M., R.P.T., Head Technician, Physical Therapy  
Department



## OUTLINE OF COURSES

The University reserves the right to withdraw or modify these courses or to change the instructors as may seem wise.

NOTE: For additional courses open to students in physical therapy consult the *Announcements of Teachers College* and *University Extension*.

### WINTER SESSION

**T. C. Biology 155—Anatomy and physiology.** Lectures and laboratory. 3 points Winter Session. Miss LUTIA LEAVELL and assistants.

Hours to be arranged.

For students in orthopedic nursing, occupational therapy, physical therapy and physical education. (Others admitted only with permission of the instructor.) Provides the basic and related histology, anatomy, and physiology for understanding the muscle-joint-bone unit.

**P. T. Physics u11—Physics applied to physical medicine.** 2 points Winter Session. Professor EARL McCracken.

Hours to be arranged.

Basic kinetics, radiation, hydro-dynamics, and electricity as they apply to the practice of physical therapy.

**P. T. Kinesiology u35—Practical and applied kinesiology.** 2 points Winter Session. Professor JOSEPHINE L. RATHBONE and Miss ELLEN COVELL.

**Practical Kinesiology.** November 16 to January 18. Professor RATHBONE.

1:10-2:50 p.m., Thursday.

The study of the coordinate action of muscles and nerves. Analysis of skills used in physical education, occupational and physical therapy.

This course is given in conjunction with T. C. Physical Education 105.

**Applied kinesiology.** November 13 to December 18. Miss COVELL.

5:30-7:30 p.m., Monday and Thursday.

The application of kinesiology in the treatment of the altered body function, including the Kenny concept in the treatment of infantile paralysis.

**P. T. Massage u3—Massage—theory and practice.** 2 points Winter Session. Dr. A. DAVID GUREWITSCH and assistants.

Lecture: 1:10-2:50 p.m., Monday.

Laboratory: 2-5 p.m., Tuesday and Friday. Columbia-Presbyterian Medical Center.

The theory and practice of massage with laboratory demonstrations and practice on patients.

**P. T. Pathology u1—Elementary studies in pathology.** 1 point Winter Session. Instructor to be announced.

11-11:50 a.m., Wednesday.

Lectures to outline the basic alterations which occur in body tissues due to injury and disease; alterations of function resulting from these influences.

**P. T. Ethics u39—Ethics and institutional aspects of physical therapy.** 1 point Winter Session. Dr. WILLIAM BENHAM SNOW and Dr. FREDERICK MACCURDY.  
2-3:30 p.m., Friday.

Lectures governing appropriate conduct of medical assistants in the routine of their work. Orientation of medical workers toward institutional contacts.

**O. T. Neurology u1—Elementary neurology.** 2 points Winter Session. Dr. FREDERICK T. ZIMMERMAN.

For description, see p. 24.

**Psychology u33—Abnormal psychology.** 2 points Winter Session. Professor OTTO KLINEBERG.

For description, see p. 21.

**T. C. Recreation 140—Physical recreation in rehabilitation.** 1 or 2 points Winter Session. Professor JOSEPHINE L. RATHBONE.

9-10:50 a.m., Thursday.

For those who are planning to work with exceptional children or to take part in post-war rehabilitation. Activities include those appropriate for various age levels and for various types of handicaps.

**T. C. Hygiene 172—Personal hygiene.** 2 or 3 points Winter Session. Professor JOSEPHINE L. RATHBONE.

5:10-6:50 p.m., Wednesday.

The place of intelligent planning for living in modern society, the biologic as well as psychologic approach to the study of health, ways for improvement of health and prevention of disease.

#### SPRING SESSION

**Physical Therapy Theory u10—Theory and practice of heat application, radiation and hydro-therapy.** 2 points Spring Session. Drs. HENRY A. BARRETT and A. DAVID GUREWITSCH.

- (a) 9-9:50 a.m., Thursday. Heat application and radiation in treatment. The theory and technique in application of radiation including heat. Actual practice in various institutions (Dr. Barrett).
- (b) 8:30-10 a.m., Friday, February 11 to April 14. Neurological Institute. Various techniques in the use of hydro-therapy where indicated (Dr. Gurewitsch). Mr. Eskil Anderson, assisting.

**Physical Therapy Theory u14—Theory and practice of electro-therapy and miscellaneous physical therapy applications and diagnostic aids.** 2 points Spring Session. Dr. WILLIAM BENHAM SNOW; special lecturers: Drs. FRANK K. SAFFORD and PAUL F. A. HOEFER.

- (a) 10-10:50 a.m., Friday, February 11 to April 14. Presbyterian Hospital. Technique of application of electro-therapy.
- (b) Other miscellaneous physical therapy applications and diagnostic aids not included elsewhere in u11 and u13.

**Physical Therapy Theory u16**—Individual instruction and return demonstration of physical therapy applications and hospital practice. 2 points Spring Session. Miss MARY E. CALLAHAN.

2-5 p.m., Tuesday and 1-4 p.m., Wednesday. Vanderbilt Clinic.

Intimate instruction in technique of application of the various modalities of physical therapy with return demonstrations by the student.

**Physical Therapy Exercise u12**—Therapeutic exercise. 2 points Spring Session. Drs. WILLIAM BENHAM SNOW, HANS KRAUS, and Miss MARGARET O'NEIL.

Lectures: 4-5 p.m., Thursday.

Laboratory: 10-12 m., Saturday. Vanderbilt Clinic and N. Y. State Reconstruction Home.

Fundamentals of muscle re-education; the application of directed movement as an accessory in the treatment of altered function; will include under-water techniques and practice in the treatment of crippled patients.

**P. T. Orthopedics u36**—Orthopedics. 2 points Spring Session. Dr. ALAN DE FOREST SMITH and staff.

Lectures: 5-6:30 p.m., Monday.

Clinic: 2-3:30 p.m., Wednesday, February 9 to March 29. New York Orthopaedic Dispensary and Hospital.

Lectures and clinical presentations descriptive of orthopedic conditions; some discussion as to problems—personal, medical, surgical. Rehabilitation problems common to this group of patients. (The physical therapy for the treatment of these conditions will be covered under the summer course in Practical Application of Physical Therapy.)

**P. T. Practical Application u30**—Practical application of physical therapy in medical and surgical practice. Lectures and laboratory. 2 points Spring Session. Dr. WILLIAM BENHAM SNOW and associates. Presbyterian Hospital.

This course gives the students a closer acquaintance with disease as it occurs in medical practice. Specialists discuss the problems in their fields of practice including particular pathology and they present the needs of physical therapy. This analysis is followed by prescription physical therapy to cover these special indications. There will be further clinical practice in hospitals.

(The 2 points for the Spring Session are followed by 4 points more in the Summer Session.)

**P. T. Swimming u6**—1 point Spring Session. Dr. HARRIET McCORMICK.

11-11:50 a.m., Monday and Thursday. Thompson Pool.

Course includes skills in swimming adapted to the needs of the student; methods in teaching elementary swimming skills; adaptation of swimming skills and methods of teaching them to the handicapped.

**O. T. Psychiatry u2**—Elementary psychiatry. 2 points Spring Session. Dr. FREDERICK T. ZIMMERMAN.

For description, see p. 21.

**Occupational Therapy u18—Rehabilitation.** 2 points Spring Session. Miss FISH, coördinator; special lecturers: MESSRS. FREDERICK ELTON, HOLLAND HUDSON, TERRY FOSTER, and Miss SADIE SHAPIRO.

For description, see p. 24.

**T. C. Physical Education 156—Physiology of exercise.** 2 points Spring Session. Professor JOSEPHINE L. RATHBONE.

7:30-9:10 p.m., Monday.

Lectures, demonstrations, and readings, covering the following: the nature of muscular contraction; fatigue, breathlessness and exhaustion; the effect of exercises of speed, strength, skill, and endurance on circulation, respiration, coördination, and the body as a whole; the physiology of growth and development; exercise adapted to age and sex.

**Physical Therapy u31 or u32—Hyperthermia (fever therapy).** 2 points Winter or Spring Session by special arrangement. Dr. WILLIAM BENHAM SNOW.

Available to graduate nurses only.

Course will not be offered for fewer than six students.

#### SUMMER SESSION

**P. T. Massage su4—Advanced massage.** 1 point Summer Session. Dr. A. DAVID GUREWITSCH and assistants. Neurological Institute.

Lectures and demonstrations of massage in the treatment of medical entities.

Prerequisite: Massage u3.

**P. T. Practical Application su32—Practical application of physical therapy in medical and surgical practice.** Lectures and laboratory. 4 points Summer Session. Dr. WILLIAM BENHAM SNOW and associates. Presbyterian Hospital.

**P. T. Rehabilitation su50—Rehabilitation and acceptance of handicaps.** 2 points Summer Session. Miss JESSIE STEPHENSON.

The readjustment physically and psychologically of the handicapped patient to meet the progressive problems of life; a consideration of the agencies for assisting handicapped individuals.

**P. T. Bandaging su17—Bandaging and dressing.** 1 point Summer Session. Dr. HANS KRAUS and assistants.

The technique of bandaging, asepsis, handling of dressings; bedside conduct.



# ACADEMIC CALENDAR

1944-1945

1944

June	30	Friday. Registration in Summer Session begins.
July	3	Monday. Forty-fifth Summer Session begins.
August	1	Tuesday. Last day for filing application for special examinations. The privilege of later application may be granted on payment of a fee of \$3.
August	11	Friday. Forty-fifth Summer Session ends.
September	18	Monday. Examinations for deficient and debarred students begin.
September	21	Thursday, to September 27, Wednesday. Registration period for University Extension students desiring credit.
September	25	Monday, to September 27, Wednesday. Registration period for University Undergraduates, and for students in Occupational Therapy and Physical Therapy courses.
September	27	Wednesday. Opening exercises, 191st year.
September	28	Thursday. Classes begin for the Winter Session.
October	7	Saturday. Last day for change of program in the Winter Session for students in Occupational Therapy, Physical Therapy, and University Extension.
October	12	Thursday. Columbus Day. Not a University holiday.
November	7	Tuesday. Election Day. Holiday.
(November	11	Saturday. Armistice Day. Not a University holiday.)
November	16	Thursday. Mid-term date, Winter Session.
November	28	Tuesday. Annual Thanksgiving Service in St. Paul's Chapel.
November	30	Thursday. Thanksgiving Day. Holiday.
December	20	Wednesday, to

1945

January	2	Tuesday, inclusive. Christmas holidays.
January	14	Sunday. Annual Commemoration Service in St. Paul's Chapel.
January	22	Monday. Mid-year examinations begin.
January	31	Wednesday, to February 3, Saturday. Registration period for University Extension students desiring credit.
February	1	Thursday, to February 3, Saturday. Registration period for University Undergraduates, and for students in Occupational Therapy and Physical Therapy courses.
February	3	Saturday. Winter Session ends.
February	5	Monday. Classes begin for the Spring Session.

1945

February	10	Saturday. Last day for a change of program in the Spring Session for students in Occupational Therapy, Physical Therapy, and University Extension.
February	12	Monday. Alumni Day. Not a University holiday.
February	22	Thursday. Washington's Birthday. Holiday.
March	10	Saturday. Last day for filing application for special examinations. The privilege of later application may be granted on payment of a fee of \$3.
March	24	Saturday. Mid-term date, Spring Session.
March	25	Sunday, to April 1, Sunday, inclusive. Easter holidays.
April	16	Monday. Last day for filing application for the Professional Certificates in Accounting, General Business, Laboratory Technology, Landscape Architecture, Occupational Therapy, Physical Therapy, and Secretarial Studies. The privilege of later application may be granted on payment of a late fee.
May	21	Monday, to May 26, Saturday, inclusive. Final examinations.
May	30	Wednesday. Memorial Day. Not a University holiday.
June	3	Sunday. Baccalaureate Service.
June	4	Monday. Columbia College Class Day.
June	5	Tuesday. Conferring of degrees.
June	29	Friday. Registration in Summer Session begins.
July	2	Monday. Forty-sixth Summer Session begins.
August	1	Wednesday. Last day for filing application for special examinations. The privilege of later application may be granted on payment of a fee of \$3.
August	10	Friday. Forty-sixth Summer Session ends.

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